

BID SOLICITATION



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
 CAPITOL HILL
 PROVIDENCE RI 02908

BID NUMBER: B04337
TITLE: HEAVY EQUIPMENT-SPECIAL M&R
BID OPENING DATE AND TIME:
10/18/2004 2:20 PM

BUYER: STEPHEN HARRIS
 PHONE #: (401) 222 - 2142 ext. 127
 BLANKET PERIOD: 11/1/04 - 10/31/05

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**ADMINISTRATION
 MASTER PRICE AGREEMENT
 RELEASE AGAINST RI MPA**

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Requisition Number(s): MPA # 91

Item	Class-Item	Quantity	Unit	Unit Price	Total
	BLANKET REQUIREMENTS: 11/1/04 - 10/31/05 MPA #91				

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	<p>BIDDING</p> <p>(a) A single price shall be quoted for each item against which a proposal is submitted. This price will be the maximum in effect during the agreement period. Any price decline at the manufacturer's level shall be reflected in a reduction of the agreement price to the State.</p> <p>(b) Quantities, if any, are estimated only. The agreement shall cover the actual quantities ordering during the period. Deliveries will be billed at the single, firm, awarded unit price quoted regardless of the quantities ordered.</p> <p>(c) Bid price is net F.O.B. destination and shall include inside delivery at no extra cost.</p> <p>(d) Bids for single items and/or a small percentage of total items listed, may, at the State's sole option, be rejected as being non-responsive to the intent of this request.</p> <p>ORDERING</p> <p>(a) The User Agency(s) will submit individual orders for the various items and various quantities as may be required during the agreement period.</p> <p>(b) Exception - Regardless of any agreement resulting from this bid, the State reserves the right to solicit prices separately for any extra large requirements for delivery to specific destinations.</p>				

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	<p>AN INSURANCE CERTIFICATE IN COMPLIANCE WITH PROVISIONS OF ITEM 31 (INSURANCE) OF THE GENERAL CONDITIONS OF PURCHASE IS REQUIRED FOR COMPREHENSIVE GENERAL LIABILITY, AUTOMOBILE LIABILITY, AND WORKERS' COMPENSATION AND MUST BE SUBMITTED BY THE SUCCESSFUL BIDDER(S) TO THE DIVISION OF PURCHASES PRIOR TO AWARD. THE INSURANCE CERTIFICATE MUST NAME THE STATE OF RHODE ISLAND AS CERTIFICATE HOLDER AND AS AN ADDITIONAL INSURED. FAILURE TO COMPLY WITH THESE PROVISIONS MAY RESULT IN REJECTION OF THE OFFEROR'S BID. ANNUAL RENEWAL CERTIFICATES MUST BE SUBMITTED TO THE AGENCY IDENTIFIED ON THE PURCHASE ORDER. FAILURE TO DO SO MAY BE GROUNDS FOR CANCELLATION OF CONTRACT.</p>				

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	<p>NOTE: IF THIS BID COVERS CONSTRUCTION, SCHOOL BUSING, HAZARDOUS WASTE, OR VESSEL OPERATION, APPLICABLE COVERAGES FROM THE FOLLOWING LIST MUST ALSO BE SUBMITTED TO THE DIVISION OF PURCHASES PRIOR TO AWARD:</p> <ul style="list-style-type: none"> * PROFESSIONAL LIABILITY INSURANCE (AKA ERRORS & OMISSIONS) - \$1 MILLION OR 5% OF ESTIMATED PROJECT COST, WHICHEVER IS GREATER. * BUILDER'S RISK INSURANCE - COVERAGE EQUAL TO FACE AMOUNT OF CONTRACT FOR CONSTRUCTION. * SCHOOL BUSING - AUTO LIABILITY COVERAGE IN THE AMOUNT OF \$5 MILLION. * ENVIRONMENTAL IMPAIRMENT (AKA POLLUTION CONTROL) - \$1 MILLION OR 5% OF FACE AMOUNT OF CONTRACT, WHICHEVER IS GREATER. * VESSEL OPERATION - (MARINE OR AIRCRAFT) - PROTECTION & INDEMNITY COVERAGE REQUIRED IN THE AMOUNT OF \$1 MILLION. 				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>AWARDS EXTENDING BEYOND JUNE 30TH ARE SUBJECT TO AVAILABILITY OF FUNDS. CONTINUATION OF THE CONTRACT BEYOND THE INITIAL FISCAL YEAR WILL BE AT THE DISCRETION OF THE STATE. TERMINATION MAY BE EFFECTED BY THE STATE BASED UPON DETERMINING FACTORS SUCH AS UNSATISFACTORY PERFORMANCE OR THE DETERMINATION BY THE STATE TO DISCONTINUE THE GOODS/SERVICES, OR TO REVISE THE SCOPE AND NEED FOR THE TYPE OF GOODS/SERVICES; ALSO MANAGEMENT OWNER DETERMINATIONS THAT MAY PRECLUDE THE NEED FOR GOODS/SERVICES.</p> <p>BIDDERS ARE RESPONSIBLE FOR INSPECTION OF EQUIPMENT AND/OR LOCATION, TAKING MEASUREMENTS* WHEN REQUIRED, AND MAKING THEMSELVES AWARE OF THE TOTAL REQUIREMENT BEFORE SUBMITTING A BID. *MEASUREMENTS PROVIDED WITH ANY BID ARE FOR REFERENCE PURPOSES AND ARE NOT GUARANTEED TO BE COMPLETELY ACCURATE.</p>				
1.0	929-68 DURA LIFT MODEL: TUF-35 PLATE NO. 315	1.00	YR		
2.0	929-68 ELLIOT HI REACH MODEL: E.C.E. 50 PLATE NO. 233	1.00	YR		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
3.0	929-68 ARGOLIFT MODEL: 5TVH-30 PLATE NO. 431	1.00	YR		
4.0	929-68 VERSALIFT MODEL: 5HV-28-PI PLATE NO. 103	1.00	YR		
5.0	929-68 DURALIFT MONDEL: TUF-35 PLATE NO. 129	1.00	YR		
6.0	929-68 VERSA LIFT MODEL: 5HV-26-PI PLATE NO. 1622	1.00	YR		
7.0	929-68 SERVE LIFT MODEL: TU-37 PLATE NO. 2250	1.00	YR		
8.0	929-68 REACH ALL MODEL: UB-60 PLATE NO. 444	1.00	YR		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
9.0	929-68 NATIONAL - TRUCK CRANE MODEL: 1295 PLATE NO. 584	1.00	YR		
10.0	929-68 VERSA LIFT MODEL: TEL29ETH PLATE NO. 535	1.00	YR		
11.0	929-68 VERSA LIFT MODEL: TEL29ETH PLATE NO. 2834	1.00	YR		
12.0	929-68 VERSA LIFT MODEL: TEL29ETH PLATE NO. 1805	1.00	YR		
13.0	929-68 VERSA LIFT MODEL: TEL29ETH PLATE NO. 937	1.00	YR		
14.0	929-68 VERSA LIFT MODEL: VST5000I PLATE NO. 1153	1.00	YR		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
15.0	929-68 ALTEC AT30-G PLATE NO. 1714	1.00	YR		
16.0	929-68 GENIE LIFT MODEL: Z45/2S	1.00	YR		
17.0	929-68 CRANE MODEL: H-3 BUEYR ERIE PLATE NO. 466	1.00	YR		
18.0	929-68 CRANE MODEL: H-3 BUEYR ERIE	1.00	YR		
19.0	929-68 FORESTRY TRUCK/VERSA LIFT MODEL: VO-260 PLATE NO. 3034	1.00	YR		
20.0	929-68 ALTEC MODEL: D845-B-R PLATE NO. 456	1.00	YR		
21.0	929-68 IF UNITS NEED DI-ELECTRIC TESTING OF FIBERGLASS INSERTS ADD:	1.00	EA		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	REPAIRS: SPECIFIC JOB COSTS				
22.0	929-68 LABOR: HOURLY RATE FOR AUTHORIZED WORK - SHOP	1.00	HR	_____	_____
23.0	929-68 LABOR: HOURLY RATE FOR AUTHORIZED WORK - ROAD	1.00	HR	_____	_____
	PARTS: LIST MANUFACTURER'S NAMES, CATALOG NUMBERS, AND PERCENT DISCOUNTS FROM LIST PRICES FOR PARTS: _____% _____% _____% _____% ***INCLUDE ADDITIONAL SHEET IF NECESSARY. ***USED PARTS NOT ACCEPTABLE***				

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	<p>IF THE STATE ELECTED TO EXTEND THE CONTRACT FOR AN ADDITIONAL TERM AT THE SAME PRICES, WOULD YOU BE AGREEABLE TO:</p> <p>1 YR. EXTENSION _____ INITIALS</p> <p>2 YR. EXTENSION _____ INITIALS</p> <p>DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.</p>				
				TOTAL:	_____

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BID SUMMARY

GENERAL INFORMATION

1. BIDDER'S FULL NAME AND ADDRESS:

YEARS IN BUSINESS

2. LOCATION(S) OF ALL SERVICE FACILITY(IES):

ITEM	NUMBER OF SERVICE BAYS	NUMBER OF SERVICE PERSONNEL	# OF SERVICE VEHICLES	# EMPLOYEES ASSIGNED TO SERVICE VEHICLES
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

3. SERVICE AVAILABILITY (Check all that apply):

- WEEDAYS (___ A.M. TO ___ P.M.)
- AFTER HOURS (___ A.M. TO ___ P.M.)
- WEEK-ENDS
- HOLIDAYS

4. SERVICE CAPACITY:

Number of Vehicles that can be worked on simultaneously, i.e., within a single day:

5. SERVICE RADIUS:

(Note: Additionally, describe any and all limitations to, restrictions on, or exclusions from service area.)

6. DIAGNOSTIC AND TEST EQUIPMENT: (AT EACH LOCATION)

7. FLEETS OF SIMILIAR EQUIPMENT PREVIOUSLY OR CURRENTLY SERVICED:

BID SUMMARY

8. WARRANTY ON PARTS AND WORKMANSHIP: _____

Note: Unless exceptions and limitations are specifically noted, the State will assume that all warranties are full and unconditional, and cover a period of not less than twelve months from the date of service/installation.)

9. TIME REQUIRED FOR PREVENTIVE MAINTENANCE INSPECTIONS, FROM THE TIME OF PICK-UP TO THE TIME OF REDELIVERY TO THE STATE FACILITY (including travel time) IN HOURS:

NOTICE

Vendor should bear in mind that overlapping and/or combining of requirements may be necessary to prevent delays and provide for a more responsive workflow.

Special requirements such as location, impending storms, vendor workload, etc. may also necessitate a one-time or temporary change from actual award.

Should any of the above transpire, it should not be misinterpreted to be a permanent change from the award or an attempt to circumvent the proper implementation of the award(s).

Also bear in mind that the State reserves the right to solicit prices on any extraordinary repairs.

Vendor(s) should be aware that documentation verifying the accuracy of parts prices and labor charges may be required periodically as part of normal auditing procedures.

In no event will any individual work order exceed \$15,000 without prior written approval of the Division of Purchases. Splitting individual requirements that exceed \$15,000 into more than one work order shall not be allowed.

SCOPE OF WORK

REVISED

Personnel lift equipment to be serviced and repaired under this proposal are listed by, make, model and registration plate number on Attachment A.

Vendor to inspect and maintain said vehicles and to check all fluid levels incident to the operation of the equipment. Vendor will also do necessary testing, excluding the chassis, to properly adjust pressure settings, and adjust, repair and/or replace pumps, pistons, pivot points, platforms, brackets, and any other appurtenance indigenous to the equipment. Each operating function of the equipment being serviced is to be tested in accordance with the procedures recommended by the original equipment manufacturer. A "check-off list" is to be developed by the vendor during the initial service which will be utilized during successive visits. The "check list" will be used to confirm that each function has been tested and is operating properly. In addition, the vendor will certify after each service, the equipment has been inspected and is safe for its intended uses.

Maintenance will normally be performed at the vendor's facility as scheduled by the Superintendent of Maintenance jointly with the vendor. Work beyond the normal preventive maintenance and regular inspection to be subject to prior authorization of the Superintendent of Maintenance.

INVOICE AND PAYMENT TERMS

o Invoicing for EACH authorized WORK ORDER must be submitted IN QUADRUPPLICATE to:

Superintendent of Maintenance
DOT/Maintenance Division
21 Okie Street
Providence, RI 02908

Invoices not sent in QUADRUPPLICATE will be returned for resubmission.

These copies are necessary for: DOT Maintenance Division
STATE FLEET -Vehicle File
STATE FLEET -Vendor File
STATE CONTROLLER

SCOPE OF WORK -continued

Each invoice must clearly designate:

- Vehicle Registration Number
- State-issued Work Order Authorization Number
- Unit Cost for all Preventive Maintenance Services Completed
- Itemized Charges for Repair Work: Labor Hours and Rates
Identification and Charges
for Parts
Pick-up/Delivery Fees
Etc.

Note: No "Miscellaneous", "Supplies" or "Freight" Charges will be accepted; Any Invoices including such will be RETURNED.

- Hours of Service (Time and Date IN and OUT).

NOTE: INVOICES SUBMITTED DIRECTLY TO STATE FLEET OPERATIONS ONE CAPITOL HILL WILL NOT BE PROCESSED FOR PAYMENT.

- o Arrangements for Payment will be processed in accord with established Department of Administration-State Fleet Operation procedures. DOT Maintenance Division will forward invoice and authorization documents to State Fleet once services rendered under each work order have been inspected for quality and completeness and are satisfactorily accepted.

ADDITIONAL INFORMATION

Additional information which would prove useful in the evaluation process is invited. Information solicited includes, but is not limited to the following:

- Special skills, certifications, and/or licensure held by employees of an offeror to perform specialized analysis or repair;
- Method(s) employed to schedule work;
- Method(s) employed to inspect work;
- Method(s) employed to control and procure parts inventory;
- Approximate average value of parts inventory;
- A listing of major or specialized equipment not described elsewhere herein;
- Provisions for rework or corrective work.